

**SOUTH MS REGIONAL CENTER
VACANCY ANNOUNCEMENT
May 19, 2016**

POSITION: **MH-DIRECT CARE ALTERNATE SUPERVISOR**

CLASS CODE: **3428**

WORK LOCATION: **Gulf Oaks Cottage**

WORK SCHEDULE: **SECOND SHIFT AVAILABLE – 2:00 P.M. – 10:30 P.M.
(Must be able to work any shift)**

SALARY RANGE: \$20,949.88 - \$36,662.29 annually. Actual salary will be determined by the MS State Personnel Board.

RESPONSIBILITIES: In the absence of the MH-Direct Care Supervisor, the MH-Direct Care Alternate Supervisor directs a staff of direct care personnel in the provision of physical care and the performance of general housekeeping work. The MH-Direct Care Alternate Supervisor makes specific work assignments, reviews work in progress, and, after completion, evaluates work performance following detailed guidelines provided by established policies and procedures. The MH-Direct Care Alternate Supervisor will also assist people in all aspects of personal hygiene, perform housekeeping tasks, participate in social and recreational activities, and write nontechnical reports on behavior.

QUALIFICATIONS: Diploma from a standard four-year high school or G.E.D. equivalent and six (6) months experience as an MH-Direct Care Worker. Applicant shall have successfully completed the MH-Direct Care Alternate Supervisor training program approved by the MS Department of Mental Health. **Applicant must attach a copy of training certificate for MH-Alternate Supervisory training.**

APPLICATIONS: Current Employees of SMRC may apply in the Human Resources Department at South MS Regional Center before May 23, 2016. For more information, contact Robert Boyer, Unit Manager, at 228-867-1493.